



Road Ranger Safety Meeting

03/15/2023

Metric Engineering on behalf of FDOT District 2

ROAD RANGER SAFETY/TRAINING MEETING AGENDA



ROAD RANGER SAFETY MEETING AGENDA

March 15th, 2023

1. FIRST COAST ROAD RANGERS PRESENTATION Scott Christmas

2. FDOT ITS Operations Dee Dee Crews
 - A. MOT General Discussion
 - B. Safety
 - C. Procedural Errors
 - D. Road Ranger Operations Interaction
 - a. Communication
 - b. Dispatch
 - c. Event Information
 - E. Phone / Tablet Issues
 - F. Safe Tows

3. AVL Shelby Mullins/Dee Dee Crews
 - A. Breaks/ Shift Changes
 - B. Inspections

4. RTMC SUPERVISOR CONCERNS Amanda Nichols
 - A. Radio Issues

5. ROAD RANGER OPERATOR QUESTIONS

6. ACTION ITEMS

7. FINAL COMMENTS FDOT/ 1st Coast Road Rangers

- Scotty began meeting by welcoming everyone
- Scotty introduced one new employee, will be working night shift
- Scotty went over the topics to be covered
- Scotty discussed things to do before leaving the yard for shift
 - Wash the trucks inside and out
 - Check all fluids and make sure everything is operational
 - If you use a gallon of fuel, notify the next driver that you used one and the number of remaining gallons on the truck
 - Make sure all tools are present
 - Make sure you are not leaving any tools on the side of the road
 - Take inventory before leaving the yard
 - Notify Scotty or Sam if anything is missing
 - Double check uniforms and hygiene
- Scotty discussed F.S. 316.003 for use of emergency vehicles and using E-Lanes in the event of an emergency situation
- Scotty reminded road rangers of things to do while driving
 - Drive in the right lane, 5 mph below posted speed limit
 - Look 3 times when changing lanes or merging into traffic
 - Keep the proper distance from the vehicle in front of you
 - Do not use your phone while driving
 - No personal cell phones in the truck
- Scotty went over general safety and things to do on an event
 - Do not slam on brakes, if you pass an event, go to next exit and turn around
 - Do not use official turn arounds
 - Follow chain of command at all events
 - Pull over on the side of the road to close event or enter information
 - Call all events into TMC and stay in communication with TMC
 - if you call TMC And there is no answer, call into FHP

- Acknowledge when TMC sends you an event
 - Deploy all 15 cones
 - Get vehicle information
- Scotty went over the procedural errors for the month
- Scotty discussed break times and when you can and can not take breaks
 - Do not take breaks during peak times unless an emergency
 - Night shift drivers, do not take a break after 5:30am
 - Be sure to put yourself on break, if you forget, let TMC know
 - It is mandatory to take your 15 minute breaks throughout shift
- Scotty reminded road rangers to get out of the yard within 15 minutes
 - If you have a flat tire, change it yourself. Do not rely on anyone to change the tire for you
- Scotty advised road rangers to not switch out cones with anyone but other road rangers
- Scotty discussed how to properly place out MOT
 - All 15 cones get placed out
 - Never turn your back to traffic
 - Always assume other drivers will not see you, day or not
 - Try to put a barrier between yourself and on coming traffic
 - Do not sit in your vehicle on an event
 - Point your tires in the safest place if vehicle were to be pushed
 - Do not get in a hurry
- Scotty went over MOT pictures
- Scotty advised for fuel, call the tag into TMC before giving fuel
- Scotty reminded road rangers 24/7 routes do not get OT codes
- Scotty advised give factual information over the radio
 - Be short but do not talk to fast
 - Do not interrupt radio traffic. Wait until other drivers and TMC are done talking before you talk

- Scotty reminded road rangers to not accept any tips
- Scotty went over social media
 - Never take pictures of an event unless TMC asks you to
 - If you have to take a picture, only take pictures on the work phone
 - Do not put your employment as First Coast Road Ranger and post negative comments reference road rangers on social media
 - Invite motorists to leave a review on official facebook page
- Scotty discussed company cell phone usage
 - Do not send or receive text messages
 - Do not listen to music or stream videos
 - Do not turn on Hotspot
 - Any personal use will be charged back to the employee
- Scotty advised road rangers where to go for help
 - Jackie is HR if you need anything for payroll or benefits
- Any issues with vendors?
- Next meeting is April 19th
- Scotty concluded meeting



Road Ranger Safety Meeting

Wednesday, March 15, 2023
Gainesville



NAME	ORGANIZATION	ADDRESS	JOB TITLE	PHONE	EMAIL ADDRESS
Eric Jordan	FCRR	Gainesville	Lisc/Ranger		
Dixie Harter	FCRR	Gainesville	Ranger		
Charles Owen	FCRR	GUV	Road Ranger/Risc	352 871 8535	charlesowen@palco.com
Carlos Vell	FCRR	GUV	Ranger		
Brandon Lycomb	FCRR	Gainesville	Ranger		
Adrian Johnson	FCRR	Gainesville	Ranger	352 303 1278	
Charles Howard	FCRR	Gainesville	Ranger	352 292 6627	
Dennis Martin	FCRR	Gainesville	Road Ranger	904 470 9593	
HARLEY ESPINOSA	FCRR	GUV	ROAD RANGER		
Tony Sawyer	FCRR	GUV	RR	386 266 6552	
Kelly Dagobert	FCRR	Gainesville	Road Ranger		
Samuel Santiago	FCRR	GUV	Road Ranger	407 308 2708	
Shelby Mullins	Metric		Admin		
Dee Dee Collins	FDOT		FDOT	(904) 903 2008	
Amanda Nicholas	Metric				



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NAME	ORGANIZATION	ADDRESS	JOB TITLE	PHONE	EMAIL ADDRESS
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